



LA Fashion District BID Board of Directors Meeting

Thursday, July 21, 2016 at 11:45 a.m.

110 E 9th Street, Suite A1175, Los Angeles, CA

AGENDA

- I. Public Comment
- II. Welcome & Introductions
- III. Presentation on Proposed Mobile Food Vendor District Attachment 1
 - A. **Possible ACTION ITEM:** To approve Proposal
- IV. **ACTION ITEM:** Approval of Minutes: June 16, 2016 Attachment 2
- V. Finance Committee Report
 - A. Review Six Month Financial Results Attachment 3
 - B. **ACTION ITEM:** Review & Approve 2015 Tax Returns Attachment 4
- VI. Ad Hoc Search Co. update
- VII. Board Chair Appoints Election Committee
- VIII. Operations Committee Update
- IX. Image & Communications Update
 - A. Urban Dinner
 - B. Banners
- X. BID Renewal Update Attachment 5
 - A. Timeline
 - B. Discussion
 - C. Recommendation
- XI. Executive Director's Report Attachment 6
 - A. Santee Alley Restrooms
 - B. County & City Ballot Initiative Update
 - C. Planning Presentation on the Community Downtown Plan
 - D. FYI - Minimum Wage Information Attachment 7

The agenda and information materials are available for review in the BID office at the address below.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by Kent Smith at (213) 488-1153 x 712.



XII. New Business²

Next Meeting dates*:

August 18, 2016

*Meeting Dates/Times are subject to change with appropriate notice.

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110 E 9th Street, Suite A 1175, Los Angeles CA 90079 p (213) 488-1153 f (213) 488-5159 www.fashiondistrict.org

Attachment 1 – handed out at meeting

Mobile Food Vendor District



**LA Fashion District BID
Board of Directors Meeting Minutes
Thursday, June 16, 2016**

Board Members Present: Linda Becker, Mark Cohen, Matthew Haverim, Steve Hirsh, Elisa Keller, Bradley Luster, Laurie Rosen, John Van den Akker, Debbie Welsch

Board Members Absent: Mark Chatoff, Jorge Flores, Lisa Korbatov, Darlene Kuba, Yul Kwon, Brian Taban

The meeting convened at 10:08am.

1. **Public Comment:** None received
2. **Welcome & Introductions**
3. **Approval of Minutes:** May 19, 2016: Linda Becker moved to approve the minutes from May 19, 2016. John Van den Akker seconded. The motion was approved by unanimous decision.
4. **Ad Hoc Search Co. Report:** Brad Luster moved to offer Rena Leddy the position of Interim Executive Director as of Monday, August 1st at a base salary of \$110,000 with the rest of her current benefits remaining unchanged, and the understanding that the Interim Executive Director must have Board review and approval for any employee hiring, firing or changes in compensation. Mark Cohen seconded. The motion was approved by unanimous decision.
5. **Executive Director's Report:** Kent Smith reported Brian Eck will be updating Property Owners on the Downtown Community Plan in the BID Office June 23, 2016 at 10:30am. Rena Leddy attended a meeting with KAMA and Congressman Royce where they discussed the wholesale industry and the impact South America's economy is having on business. Leddy reported that an artist reception will be held July 14th from 4-6pm at Preux & Proper with the artist of Coral Reef. Light refreshments will be served. Lastly, the City & County of Los Angeles are reviewing plans to address homelessness through ballot measures. There are currently 5 plans under review. They are as follows: a parcel tax, redirection of money from Measure B, a countywide tax for trauma care, a new tax on medical marijuana, an increase on the county wide transaction and use tax, and a new "millionaire's tax" similar to the one funding mental health services. Staff will keep the Board informed as more information becomes available.
6. **New Business:** Rena Leddy announced Kent Smith's "Retirement Party" which will be sponsored and held at City Market on July 13th from 3-6pm, please RVSP. She also announced Mike Berne will be conducting further interviews regarding the Fashion District Retail Study the week of July 11th, 2016. Debbie Welsch announced the Maxfield Building will be holding an opening ceremony on Jun 23rd from 5pm-10pm and has been featured on UrbanizeLA.
7. Adjourn

MEMORANDUM

To: Fashion District BID – Board of Directors
From: Fashion District BID – Management
Date: 7/14/2016
Re: 2016 First Half Financial Results

We are pleased to include a summary of the 6-month financial results.

We are under budget through the first half of the year. Although labor costs have increased for the Clean Team due to the new \$10/hr. CA minimum wage effective 1/1/2016, the BID has worked to realize savings in other budget items such as vehicle expenses, equipment & supplies, trash dump fees, legal/audit fees, and computer service.

The net loss through the first half of 2016 is \$21,920 (excluding the Santee Alley Overlays) compared to a \$190,880 loss for the first 6 months of 2015. The resulting \$168,960 reduction in net loss is attributed to \$65,575 less expenses and \$103,385 more revenues through the first half of 2016 compared to 2015.

BID management will continue to work hard to continue these favorable financial trends, while meeting the rising expectations of our stakeholders, in order to minimize assessment increases so that we can successfully renew the BID when it expires at the end of 2018.

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990 and its instructions is at www.irs.gov/form990.

2015**Open to Public
Inspection****A For the 2015 calendar year, or tax year beginning**, 2015, and ending**B** Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C DOWNTOWN LA PROPERTY OWNERS ASSOCIATION
 DBA LA FASHION DISTRICT BID
 110 E 9TH STREET, A1175
 LOS ANGELES, CA 90079

F Name and address of principal officer:

Same As C Above

D Employer identification number

95-4436255

E Telephone number

213 488-1153

G Gross receipts \$ 3,780,220.**H(a)** Is this a group return for subordinates? ☐ Yes ☒ No**H(b)** Are all subordinates included? ☐ Yes ☐ No
If 'No,' attach a list. (see instructions)**I** Tax-exempt status ☐ 501(c)(3) ☒ 501(c) (6) (insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: ▶ WWW.FASHIONDISTRICT.ORG**H(c)** Group exemption number ▶**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L** Year of formation: 1993**M** State of legal domicile: CA**Part I Summary**

Activities & Governance	1	Briefly describe the organization's mission or most significant activities: <u>TO HELP THE LA FASHION DISTRICT TO BE A CLEAN, SAFE, AND FRIENDLY PLACE TO WORK, SHOP, DO BUSINESS AND LIVE.</u>		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	Number of voting members of the governing body (Part VI, line 1a)	3	15
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	15
	5	Total number of individuals employed in calendar year 2015 (Part V, line 2a)	5	9
	6	Total number of volunteers (estimate if necessary)	6	15
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, line 34	7b	0.	
Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9	Program service revenue (Part VIII, line 2g)	52,040.	112,109.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	3,687,924.	3,523,530.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	3,753.	15,059.
	12	Total revenue — add lines 8 through 11 (must equal Part VIII, column (A), line 12)	97,112.	129,522.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	3,840,829.	3,780,220.
	14	Benefits paid to or for members (Part IX, column (A), line 4)		
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	761,096.	778,080.
	b	Total fundraising expenses (Part IX, column (D), line 25) ▶		
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	3,107,947.	3,340,545.
Net Assets or Fund Balances	19	Revenue less expenses. Subtract line 18 from line 12	3,869,043.	4,118,625.
	20	Total assets (Part X, line 16)	-28,214.	-338,405.
	21	Total liabilities (Part X, line 26)	Beginning of Current Year	End of Year
	22	Net assets or fund balances. Subtract line 21 from line 20	2,325,434.	2,025,294.
		231,261.	269,526.	
		2,094,173.	1,755,768.	

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer		Date		
	MARK COHEN		Treasurer		
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
	FABIO VASCO	FABIO VASCO			P00332485
	Firm's name ▶ GTL, LLP				Firm's EIN ▶ 95-3521941
	Firm's address ▶ 15315 Magnolia Blvd., Suite 110 Sherman Oaks, CA 91403-1100				Phone no. (818) 509-0066

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III ☒ **X****1** Briefly describe the organization's mission:

THE ORGANIZATION IS A BUSINESS IMPROVEMENT DISTRICT DEDICATED TO HELP THE COMMUNITY
(THE LA FASHION DISTRICT) TO BE A CLEAN, SAFE AND FRIENDLY PLACE TO WORK, SHOP, DO
BUSINESS AND LIVE, THROUGH CLEANING, SAFETY, IMAGE AND COMMUNICATION PROGRAMS.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☒ **X** Yes ☐ No

See Schedule O

If 'Yes,' describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If 'Yes,' describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.**4a** (Code:) (Expenses \$ 4,118,625. including grants of \$) (Revenue \$ 3,765,161.)

See Schedule O

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4c** (Code:) (Expenses \$ including grants of \$) (Revenue \$)**4d** Other program services. (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses **▶** 4,118,625.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If 'Yes,' complete Schedule A.</i>	1	X
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)?	2	X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If 'Yes,' complete Schedule C, Part I.</i>	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If 'Yes,' complete Schedule C, Part II.</i>	4	
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If 'Yes,' complete Schedule C, Part III.</i>	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If 'Yes,' complete Schedule D, Part I.</i>	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If 'Yes,' complete Schedule D, Part II.</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If 'Yes,' complete Schedule D, Part III.</i>	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If 'Yes,' complete Schedule D, Part IV.</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If 'Yes,' complete Schedule D, Part V.</i>	10	X
11 If the organization's answer to any of the following questions is 'Yes,' then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings and equipment in Part X, line 10? <i>If 'Yes,' complete Schedule D, Part VI.</i>	11a	X
b Did the organization report an amount for investments — other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part VII.</i>	11b	X
c Did the organization report an amount for investments — program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part VIII.</i>	11c	X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part IX.</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If 'Yes,' complete Schedule D, Part X.</i>	11e	X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If 'Yes,' complete Schedule D, Part X.</i>	11f	X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If 'Yes,' complete Schedule D, Parts XI, and XII.</i>	12a	X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional.</i>	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If 'Yes,' complete Schedule E.</i>	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If 'Yes,' complete Schedule F, Parts I and IV.</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If 'Yes,' complete Schedule F, Parts II and IV.</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If 'Yes,' complete Schedule F, Parts III and IV.</i>	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If 'Yes,' complete Schedule G, Part I</i> (see instructions).	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If 'Yes,' complete Schedule G, Part II.</i>	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If 'Yes,' complete Schedule G, Part III.</i>	19	X

Part IV Checklist of Required Schedules (continued)

	Yes	No
20a Did the organization operate one or more hospital facilities? <i>If 'Yes', complete Schedule H.</i>		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If 'Yes,' complete Schedule I, Parts I and II.</i>		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If 'Yes,' complete Schedule I, Parts I and III.</i>		X
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If 'Yes,' complete Schedule J.</i>	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a.</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If 'Yes,' complete Schedule L, Part I.</i>		
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If 'Yes,' complete Schedule L, Part I.</i>		
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If 'Yes,' complete Schedule L, Part II.</i>		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If 'Yes,' complete Schedule L, Part III.</i>		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If 'Yes,' complete Schedule L, Part IV.</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If 'Yes,' complete Schedule L, Part IV.</i>		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If 'Yes,' complete Schedule L, Part IV.</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If 'Yes,' complete Schedule M.</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If 'Yes,' complete Schedule M.</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If 'Yes,' complete Schedule N, Part I.</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If 'Yes,' complete Schedule N, Part II.</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If 'Yes,' complete Schedule R, Part I.</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1.</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If 'Yes,' complete Schedule R, Part V, line 2.</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If 'Yes,' complete Schedule R, Part V, line 2.</i>		
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If 'Yes,' complete Schedule R, Part VI.</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O.	X	

BAA

Form 990 (2015)

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V. ☐

		Yes	No
1 a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable.	1 a 6		
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable.	1 b 0		
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1 c	X	
2 a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return.	2 a 9		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?	2 b	X	
Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)			
3 a Did the organization have unrelated business gross income of \$1,000 or more during the year?	3 a		X
b If 'Yes' has it filed a Form 990-T for this year? If 'No' to line 3b, provide an explanation in Schedule O.	3 b		
4 a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	4 a		X
b If 'Yes,' enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts. (FBAR)			
5 a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	5 a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	5 b		X
c If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T?	5 c		
6 a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	6 a		X
b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	6 b		
7 Organizations that may receive deductible contributions under section 170(c).			
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	7 a		
b If 'Yes,' did the organization notify the donor of the value of the goods or services provided?	7 b		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	7 c		
d If 'Yes,' indicate the number of Forms 8282 filed during the year.	7 d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	7 e		
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	7 f		
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7 g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7 h		
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	8		
9 Sponsoring organizations maintaining donor advised funds.			
a Did the sponsoring organization make any taxable distributions under section 4966?	9 a		
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	9 b		
10 Section 501(c)(7) organizations. Enter:			
a Initiation fees and capital contributions included on Part VIII, line 12.	10 a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities.	10 b		
11 Section 501(c)(12) organizations. Enter:			
a Gross income from members or shareholders.	11 a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11 b		
12 a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12 a		
b If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year.	12 b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.			
a Is the organization licensed to issue qualified health plans in more than one state?	13 a		
Note. See the instructions for additional information the organization must report on Schedule O.			
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans.	13 b		
c Enter the amount of reserves on hand.	13 c		
14 a Did the organization receive any payments for indoor tanning services during the tax year?	14 a		X
b If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation in Schedule O.	14 b		

Part VI Governance, Management, and Disclosure For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.Check if Schedule O contains a response or note to any line in this Part VI. ☒ **X****Section A. Governing Body and Management**

	Yes	No
1 a Enter the number of voting members of the governing body at the end of the tax year. 1 a 15 If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
b Enter the number of voting members included in line 1a, above, who are independent. 1 b 15		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? 2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person? 3		X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? 4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets? 5		X
6 Did the organization have members or stockholders? 6		X
7 a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? 7 a		X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? 7 b		X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a The governing body? 8 a	X	
b Each committee with authority to act on behalf of the governing body? 8 b	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses in Schedule O. 9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10 a Did the organization have local chapters, branches, or affiliates? 10 a		X
b If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? 10 b		
11 a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? 11 a	X	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990. See Schedule O		
12 a Did the organization have a written conflict of interest policy? If 'No,' go to line 13. 12 a	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? 12 b	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe in Schedule O how this was done. See Schedule O 12 c	X	
13 Did the organization have a written whistleblower policy? 13	X	
14 Did the organization have a written document retention and destruction policy? 14		X
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official. See Schedule O. 15 a	X	
b Other officers or key employees of the organization. 15 b	X	
If 'Yes' to line 15a or 15b, describe the process in Schedule O (see instructions).		
16 a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? 16 a		X
b If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? 16 b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed ▶ CA

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☒ Own website ☒ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. See Schedule O

20 State the name, address, and telephone number of the person who possesses the organization's books and records: ▶
KENT SMITH 110 E 9TH STREET, A1175 LOS ANGELES CA 90079 213 488-1153

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII. ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1 a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) LINDA MARKOFF BECKER Director	1 0	X						0.	0.	0.
(2) MARK COHEN Treasurer	1 0	X		X				0.	0.	0.
(3) JASON DEIBLER Director	1 0	X						0.	0.	0.
(4) JORGE FLORES Vice Chair	1 0	X		X				0.	0.	0.
(5) RAMIN HAVERIM Director	1 0	X						0.	0.	0.
(6) STEVE HIRSH Chair	1 0	X		X				0.	0.	0.
(7) HILDA JIMENEZ Director	1 0	X						0.	0.	0.
(8) DARLENE KUBA Director	1 0	X						0.	0.	0.
(9) GEORGE LINTZ Director	1 0	X						0.	0.	0.
(10) BRADLEY LUSTER Director	1 0	X						0.	0.	0.
(11) LAURIE ROSEN Secretary	1 0	X		X				0.	0.	0.
(12) BRIAN TABAN Director	1 0	X						0.	0.	0.
(13) JOHN VAN DEN AKKER Director	1 0	X						0.	0.	0.
(14) SUZETTE WACHTEL Director	1 0	X						0.	0.	0.

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Form 990 (2015)

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(15) DEBBIE WELSCH Director	1 0	X					0.	0.	0.
(16) KENT SMITH Executive Dir.	40 0			X			190,382.	0.	17,655.
(17) RANDALL TAMPA Operations Dir.	40 0					X	101,500.	0.	14,094.
(18)									
(19)									
(20)									
(21)									
(22)									
(23)									
(24)									
(25)									
1 b Sub-total							291,882.	0.	31,749.
c Total from continuation sheets to Part VII, Section A							0.	0.	0.
d Total (add lines 1b and 1c)							291,882.	0.	31,749.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **2**

3 Did the organization list any **former** officer, director, or trustee, key employee, or highest compensated employee on line 1a? *If 'Yes,' complete Schedule J for such individual.*

	Yes	No
3		X
4	X	
5		X

4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? *If 'Yes' complete Schedule J for such individual.*

5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? *If 'Yes,' complete Schedule J for such person.*

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
CHRYSLIS ENTERPRISES 522 S MAIN ST LOS ANGELES, CA 90013	CLEANING	1,034,380.
UNIVERSAL SERVICE PROTECTION 1551 N TUSTIN AVE STE 650 SANTA ANA, CA	SAFETY	958,545.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **2**

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1 a				
	b Membership dues	1 b				
	c Fundraising events	1 c				
	d Related organizations	1 d				
	e Government grants (contributions)	1 e 112,109.				
	f All other contributions, gifts, grants, and similar amounts not included above ...	1 f				
	g Noncash contributions included in lines 1a-1f: \$					
	h Total. Add lines 1a-1f		112,109.			
Program Service Revenue	Business Code					
	2 a ASSESSMENT REVENUE	900099	3,054,405.	3,054,405.		
	b SANTEE ALLEY OVERLAYS	900099	444,848.	444,848.		
	c OVERLAYS - G BENEFIT	900099	24,277.	24,277.		
	d					
	e					
	f All other program service revenue ...					
	g Total. Add lines 2a-2f		3,523,530.			
Other Revenue	3 Investment income (including dividends, interest and other similar amounts)		15,059.			15,059.
	4 Income from investment of tax-exempt bond proceeds..					
	5 Royalties					
	6 a Gross rents	(i) Real (ii) Personal				
	b Less: rental expenses					
	c Rental income or (loss) ...					
	d Net rental income or (loss)					
	7 a Gross amount from sales of assets other than inventory	(i) Securities (ii) Other				
	b Less: cost or other basis and sales expenses					
	c Gain or (loss)					
	d Net gain or (loss)					
	8 a Gross income from fundraising events (not including.. \$ of contributions reported on line 1c). See Part IV, line 18	a				
	b Less: direct expenses	b				
	c Net income or (loss) from fundraising events					
	9 a Gross income from gaming activities. See Part IV, line 19	a				
	b Less: direct expenses	b				
	c Net income or (loss) from gaming activities					
	10 a Gross sales of inventory, less returns and allowances	a				
b Less: cost of goods sold	b					
c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Business Code				
11 a MISC SERVICE REVENUE	900099	97,675.	97,675.			
b OTHER REVENUE	900099	31,847.	31,847.			
c						
d All other revenue						
e Total. Add lines 11a-11d		129,522.				
12 Total revenue. See instructions		3,780,220.	3,653,052.	0.	15,059.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX. ☐ ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.				
2 Grants and other assistance to domestic individuals. See Part IV, line 22.				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16.				
4 Benefits paid to or for members.				
5 Compensation of current officers, directors, trustees, and key employees.	190,382.	190,382.	0.	0.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B).	0.	0.	0.	0.
7 Other salaries and wages.	475,205.	475,205.		
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	16,718.	16,718.		
9 Other employee benefits.	43,772.	43,772.		
10 Payroll taxes.	52,003.	52,003.		
11 Fees for services (non-employees):				
a Management.				
b Legal.	7,527.	7,527.		
c Accounting.	9,874.	9,874.		
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	5,819.	5,819.		
12 Advertising and promotion.	45,846.	45,846.		
13 Office expenses.	28,956.	28,956.		
14 Information technology.	37,389.	37,389.		
15 Royalties.				
16 Occupancy.	119,930.	119,930.		
17 Travel.	9,465.	9,465.		
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.	20,943.	20,943.		
20 Interest.				
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	75,879.	75,879.		
23 Insurance.	61,953.	61,953.		
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a <u>CLEANING & SAFETY</u>	2,256,025.	2,256,025.		
b <u>SANTEE ALLEY OVERLAYS</u>	518,700.	518,700.		
c <u>UNCOLLECTED ASSESSMENTS</u>	91,989.	91,989.		
d <u>CITY & COUNTY FEES</u>	30,977.	30,977.		
e All other expenses.	19,273.	19,273.		
25 Total functional expenses. Add lines 1 through 24e.	4,118,625.	4,118,625.	0.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720).				

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X. ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash — non-interest-bearing	14,193.	1	26,615.
	2 Savings and temporary cash investments	1,983,989.	2	1,672,670.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net	125,506.	4	74,560.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	54,878.	9	55,523.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 537,757.		
	b Less: accumulated depreciation	10b 341,831.	146,868.	10c 195,926.
	11 Investments — publicly traded securities		11	
	12 Investments — other securities. See Part IV, line 11		12	
	13 Investments — program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 Total assets. Add lines 1 through 15 (must equal line 34)	2,325,434.	16	2,025,294.	
Liabilities	17 Accounts payable and accrued expenses	208,976.	17	246,997.
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	22,285.	25	22,529.
	26 Total liabilities. Add lines 17 through 25	231,261.	26	269,526.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	2,094,173.	27	1,755,768.
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
	33 Total net assets or fund balances	2,094,173.	33	1,755,768.
	34 Total liabilities and net assets/fund balances	2,325,434.	34	2,025,294.

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Form 990 (2015)

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI. ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	3,780,220.
2	Total expenses (must equal Part IX, column (A), line 25)	2	4,118,625.
3	Revenue less expenses. Subtract line 2 from line 1	3	-338,405.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	2,094,173.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	1,755,768.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII. ☒

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____		
If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant?	X	
If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:		
<input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		
b Were the organization's financial statements audited by an independent accountant?		X
If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:		
<input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		
c If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?	X	
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O. See Schedule O		
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.		

BAA

Form 990 (2015)

Schedule B
(Form 990, 990-EZ,
or 990-PF)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

► **Attach to Form 990, Form 990-EZ, or Form 990-PF.**
► Information about Schedule B (Form 990, 990-EZ, 990-PF) and its instructions is at www.irs.gov/form990.

Attachment 4
OMB No. 1545-0047

2015

Name of the organization **DOWNTOWN LA PROPERTY OWNERS ASSOCIATION**
DBA LA FASHION DISTRICT BID

Employer identification number
95-4436255

Organization type (check one):

Filers of:

Form 990 or 990-EZ

Section:

- ☒ 501(c)(6) (enter number) organization
☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
☐ 527 political organization

Form 990-PF

- ☐ 501(c)(3) exempt private foundation
☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note. Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ► \$ _____

Caution. An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2015)

Name of organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Employer identification number

95-4436255

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) Number	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	LA DEPARTMENT OF WATER & POWER 111 N HOPE ST, ROOM 1221 LOS ANGELES, CA 90012	\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	CITY OF LA-IMPROVEMENT DISTRICT 200 N SPRING ST, ROOM 224 LOS ANGELES, CA 90012	\$ 107,109.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Employer identification number

95-4436255

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
	N/A		
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

BAA

Schedule B (Form 990, 990-EZ, or 990-PF) (2015)

Name of organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Employer identification number

95-4436255

Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) \$ _____ N/A

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	N/A		
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

**SCHEDULE D
(Form 990)**Department of the Treasury
Internal Revenue Service**Supplemental Financial Statements**

► Complete if the organization answered 'Yes' on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
► Attach to Form 990.

► Information about Schedule D (Form 990) and its instructions is at www.irs.gov/form990.

Attachment 4

OMB No. 1545-0047

2015**Open to Public
Inspection**

Name of the organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION
DBA LA FASHION DISTRICT BID

Employer identification number

95-4436255

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2 a
b Total acreage restricted by conservation easements	2 b
c Number of conservation easements on a certified historic structure included in (a)	2 c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ►

4 Number of states where property subject to conservation easement is located ►

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ►

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ► \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1. ► \$

(ii) Assets included in Form 990, Part X. ► \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1. ► \$

b Assets included in Form 990, Part X. ► \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition
b ☐ Scholarly research
c ☐ Preservation for future generations

- d ☐ Loan or exchange programs
e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1 a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance.....	1 c
d Additions during the year.....	1 d
e Distributions during the year.....	1 e
f Ending balance.....	1 f

2 a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII. ☐

Part V Endowment Funds. Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1 a Beginning of year balance.....					
b Contributions.....					
c Net investment earnings, gains, and losses.....					
d Grants or scholarships.....					
e Other expenditures for facilities and programs.....					
f Administrative expenses.....					
g End of year balance.....					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ▶ _____ %
b Permanent endowment ▶ _____ %
c Temporarily restricted endowment ▶ _____ %
The percentages on lines 2a, 2b, and 2c should equal 100%.

3 a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations.....	3a(i)	
(ii) related organizations.....	3a(ii)	
b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R?.....	3b	

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1 a Land.....				
b Buildings.....				
c Leasehold improvements.....		32,341.	32,341.	0.
d Equipment.....		482,528.	291,815.	190,713.
e Other.....		22,888.	17,675.	5,213.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.).....				195,926.

BAA

Schedule D (Form 990) 2015

Part VII Investments – Other Securities.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives.....		
(2) Closely-held equity interests.....		
(3) Other		
(A) -----		
(B) -----		
(C) -----		
(D) -----		
(E) -----		
(F) -----		
(G) -----		
(H) -----		
(I) -----		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.) .. ▶		

Part VIII Investments – Program Related.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.) .. ▶		

Part IX Other Assets.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.) .. ▶	

Part X Other Liabilities.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25

(a) Description of liability	(b) Book value	
(1) Federal income taxes		
(2) TRUST ACC-8TH & SAN PEDRO MEDIAN PR	22,529.	
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
(11)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.) .. ▶	22,529.	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII. ☐

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return. N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements	1	
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains (losses) on investments	2 a	
b	Donated services and use of facilities	2 b	
c	Recoveries of prior year grants	2 c	
d	Other (Describe in Part XIII.)	2 d	
e	Add lines 2 a through 2 d	2 e	
3	Subtract line 2 e from line 1	3	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b.	4 a	
b	Other (Describe in Part XIII.)	4 b	
c	Add lines 4 a and 4 b	4 c	
5	Total revenue. Add lines 3 and 4 c . (This must equal Form 990, Part I, line 12.)	5	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return. N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements	1	
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2 a	
b	Prior year adjustments	2 b	
c	Other losses	2 c	
d	Other (Describe in Part XIII.)	2 d	
e	Add lines 2 a through 2 d	2 e	
3	Subtract line 2 e from line 1	3	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b.	4 a	
b	Other (Describe in Part XIII.)	4 b	
c	Add lines 4 a and 4 b	4 c	
5	Total expenses. Add lines 3 and 4 c . (This must equal Form 990, Part I, line 18.)	5	

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

Name of the organization

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

► Complete if the organization answered 'Yes' on Form 990, Part IV, line 23.

► Attach to Form 990.

► Information about Schedule J (Form 990) and its instructions is at www.irs.gov/form990.

Attachment 4

OMB No. 1545-0047

2015

**Open to Public
Inspection**

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Employer identification number

95-4436255

Part I Questions Regarding Compensation

1 a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

☐ First-class or charter travel

☐ Housing allowance or residence for personal use

☐ Travel for companions

☐ Payments for business use of personal residence

☐ Tax indemnification and gross-up payments

☐ Health or social club dues or initiation fees

☐ Discretionary spending account

☐ Personal services (e.g., maid, chauffeur, chef)

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If 'No,' complete Part III to explain.

1 b

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked in line 1a?

2

3 Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

☐ Compensation committee

☒ Written employment contract

☐ Independent compensation consultant

☒ Compensation survey or study

☐ Form 990 of other organizations

☒ Approval by the board or compensation committee

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

a Receive a severance payment or change-of-control payment?

4 a

X

b Participate in, or receive payment from, a supplemental nonqualified retirement plan?

4 b

X

c Participate in, or receive payment from, an equity-based compensation arrangement?

4 c

X

If 'Yes' to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

a The organization?

5 a

b Any related organization?

5 b

If 'Yes' to line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

a The organization?

6 a

b Any related organization?

6 b

If 'Yes' on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any non-fixed payments not described on lines 5 and 6? If 'Yes,' describe in Part III.

7

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)?
If 'Yes,' describe in Part III.

8

9 If 'Yes' to line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

9

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2015

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that are not listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns (B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
KENT SMITH 1 Executive Dir.	(i)	180,000.	10,000.	382.	0.	17,655.	208,037.	0.
	(ii)	0.	0.	0.	0.	0.	0.	0.
2	(i)							
	(ii)							
3	(i)							
	(ii)							
4	(i)							
	(ii)							
5	(i)							
	(ii)							
6	(i)							
	(ii)							
7	(i)							
	(ii)							
8	(i)							
	(ii)							
9	(i)							
	(ii)							
10	(i)							
	(ii)							
11	(i)							
	(ii)							
12	(i)							
	(ii)							
13	(i)							
	(ii)							
14	(i)							
	(ii)							
15	(i)							
	(ii)							
16	(i)							
	(ii)							

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is
at www.irs.gov/form990.

Attachment 4

OMB No. 1545-0047

2015

**Open to Public
Inspection**

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION
DBA LA FASHION DISTRICT BID

Employer identification number

95-4436255

Form 990, Part III, Line 2 - New Services

THE ORGANIZATION HELD ITS FIRST TICKETED EVENT "AN URBAN DINNER PARTY" AS PART OF A NEW SPACE ACTIVATION PROGRAM. THE ORGANIZATION ALSO LAUNCHED ITS FIRST INTERACTIVE PUBLIC ART INSTALLATION POP-UP.

Form 990, Part III, Line 4a - Program Service Accomplishments

1) CLEANING SERVICES: REMOVED 2,302 TONS OF TRASH / REMOVED 23,624 GRAFFITI TAGS / REMOVED 9,572 STICKERS / REMOVED 1,730 BULKY ITEMS / CLEANED 7.6 MILLION SQUARE FEET OF SIDEWALK / TRIMMED 746 TREES

2) SAFETY SERVICES: PERFORMED 37,573 LOCATION CHECKS / PERFORMED 39,051 CONTACTS TO ASSIST VISITORS AND MERCHANTS

3) IMAGE AND COMMUNICATION PROGRAMS: MAINTAINED AND IMPROVED ON THE DIFFERENT ELECTRONIC COMMUNICATION TOOLS USED TO KEEP PROPERTY OWNERS AND THE PUBLIC INFORMED OF WHAT IS HAPPENING IN THE LA FASHION DISTRICT: 1) WHAT'S NEW WEEKLY NEWSLETTER, 2) FACEBOOK, 3) TWITTER, 4) BLOG, 5) INSTAGRAM, 6) PINTEREST, 7) SNAPCHAT / PUBLISHED 3 NEWSLETTERS AS REQUIRED BY CONTRACT WITH THE CITY OF LOS ANGELES / PUBLISHED AN ANNUAL REPORT / MANAGED MEDIA RELATIONS AND PUBLICITY

Form 990, Part VI, Line 11b - Form 990 Review Process

THE FINANCE MANAGER COMPILES THE INFORMATION REQUIRED TO COMPLETE FORM 990. THE EXECUTIVE DIRECTOR REVIEWS THE INFORMATION BEFORE IT IS SENT TO THE CPA TO COMPLETE THE FORM 990. THE CPA SENDS A DRAFT WHICH IS REVIEWED BY THE FINANCE MANAGER AND EXECUTIVE DIRECTOR. THIS DRAFT FORM 990 IS DISTRIBUTED TO THE FINANCE COMMITTEE AND THE BOARD OF DIRECTORS FOR REVIEW AND APPROVAL. THE TREASURER, FINANCE COMMITTEE CHAIR OR BOARD CHAIR SIGNS THE APPROVED FORM 990 BEFORE IT IS EFILED WITH THE IRS BY THE CPA.

Name of the organization	DOWNTOWN LA PROPERTY OWNERS ASSOCIATION DBA LA FASHION DISTRICT BID	Employer identification number	95-4436255
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Form 990, Part VI, Line 12c - Explanation of Monitoring and Enforcement of Conflicts

ALL MEETINGS OF THE ORGANIZATION ARE CONDUCTED IN ACCORDANCE WITH THE BROWN ACT. COMPETITIVE BIDDING IS USED TO OBTAIN SERVICES AND EQUIPMENT. BOARD MEMBERS RECUSE THEMSELVES IN THE CASE OF CONFLICTS OF INTEREST.

Form 990, Part VI, Line 15a - Compensation Review & Approval Process - CEO & Top Management

THE ORGANIZATION USES A COMPARATIVE SALARY SURVEY COMPILED BY THE INTERNATIONAL DOWNTOWN ASSOCIATION AND REPORTS PRODUCED BY CONSULTANTS WORKING WITH SIMILAR-SIZED ORGANIZATIONS BY STAFF AND BUDGET.

Form 990, Part VI, Line 19 - Other Organization Documents Publicly Available

THE ORGANIZATION IS SUBJECT TO THE PUBLIC RECORDS ACT AND COMPLIES WITH THAT STATUTE. THE REVIEWED FINANCIAL STATEMENTS, FORM 990, MANAGEMENT PLAN AND BUDGET ARE PUBLICALLY AVAILABLE ON THE WWW.FASHIONDISTRICT.ORG WEBSITE.

Form 990, Part XII, Line 2 - Change of Oversight or Selection Process

THE ORGANIZATION'S FINANCE COMMITTEE ASSUMES THE RESPONSIBILITY FOR OVERSIGHT OF THE REVIEW AND THE SELECTION OF AN INDEPENDENT ACCOUNTANT/AUDITOR.

2015

California Exempt Organization
Annual Information Return

199

Calendar Year 2015 or fiscal year beginning (mm/dd/yyyy), and ending (mm/dd/yyyy)

Corporation/Organization name DOWNTOWN LA PROPERTY OWNERS ASSOCIATION DBA LA FASHION DISTRICT BID		California corporation number 1724618
Additional information. See instructions.		FEIN 95-4436255
Street address (suite or room) 110 E 9TH STREET, A1175		PMB no.
City LOS ANGELES	State CA	ZIP code 90079
Foreign country name	Foreign province/state/county	Foreign postal code

A First Return <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No B Amended Return <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No C IRC Section 4947(a)(1) trust <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No D Final Information Return? <input type="checkbox"/> Dissolved <input type="checkbox"/> Surrendered (Withdrawn) <input type="checkbox"/> Merged/Reorganized Enter date (mm/dd/yyyy) E Check accounting method: 1 <input type="checkbox"/> Cash 2 <input checked="" type="checkbox"/> Accrual 3 <input type="checkbox"/> Other F Federal return filed? 1 <input type="checkbox"/> 990T 2 <input type="checkbox"/> 990-PF 3 <input type="checkbox"/> Sch H (990) 4 <input type="checkbox"/> Other 990 series G Is this a group filing? See instructions <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H Is this organization in a group exemption? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes,' what is the parent's name? I Did the organization have any changes to its guidelines not reported to the FTB? See instructions <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	J If exempt under R&TC Section 23701d, has the organization engaged in political activities? See instructions <input type="checkbox"/> Yes <input type="checkbox"/> No K Is the organization exempt under R&TC Section 23701g? ... <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If 'Yes,' enter the gross receipts from nonmember sources \$ L If organization is exempt under R&TC Section 23701d and meets the filing fee exception, check box. No filing fee is required <input type="checkbox"/> M Is the organization a Limited Liability Company? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N Did the organization file Form 100 or Form 109 to report taxable income? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No O Is the organization under audit by the IRS or has the IRS audited in a prior year? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No P Is federal Form 1023/1024 pending? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Date filed with IRS CACA1112L 12/31/15
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Part I Complete Part I unless not required to file this form. See General Instructions B and C.

Receipts and Revenues	1	Gross sales or receipts from other sources. From Side 2, Part II, line 8.	1	3,668,111.
	2	Gross dues and assessments from members and affiliates.	2	
	3	Gross contributions, gifts, grants, and similar amounts received. SEE SCH. B.	3	112,109.
	4	Total gross receipts for filing requirement test. Add line 1 through line 3. This line must be completed. If the result is less than \$50,000, see General Instruction B ...	4	3,780,220.
	5	Cost of goods sold.	5	
	6	Cost or other basis, and sales expenses of assets sold.	6	
	7	Total costs. Add line 5 and line 6.	7	
	8	Total gross income. Subtract line 7 from line 4.	8	3,780,220.
Expenses	9	Total expenses and disbursements. From Side 2, Part II, line 18.	9	4,118,625.
	10	Excess of receipts over expenses and disbursements. Subtract line 9 from line 8.	10	-338,405.
Filing Fee	11	Total payments.	11	
	12	Use tax. See General Instruction K.	12	
	13	Payments balance. If line 11 is more than line 12, subtract line 12 from line 11.	13	
	14	Use tax balance. If line 12 is more than line 11, subtract line 11 from line 12.	14	
	15	Filing fee \$10 or \$25. See General Instruction F.	15	10.
	16	Penalties and Interest. See General Instruction J.	16	
	17	Balance due. Add line 12, line 15, and line 16. Then subtract line 11 from the result.	17	10.
Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.			
Paid Preparer's Use Only	Signature of officer	Title TREASURER	Date	Telephone 213 488-1153
	Preparer's signature	FABIO VASCO	Date	PTIN P00332485
	Firm's name (or yours, if self-employed) and address	GTL, LLP 15315 MAGNOLIA BLVD., SUITE 110 SHERMAN OAKS, CA 91403-1100		FEIN 95-3521941
				Telephone (818) 509-0066
May the FTB discuss this return with the preparer shown above? See instructions. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

95-4436255

Part II Organizations with gross receipts of more than \$50,000 and private foundations regardless of amount of gross receipts – complete Part II or furnish substitute information.

Receipts from Other Sources	1	Gross sales or receipts from all business activities. See instructions.	•	1	
	2	Interest	•	2	
	3	Dividends	•	3	
	4	Gross rents	•	4	
	5	Gross royalties	•	5	
	6	Gross amount received from sale of assets (See instructions)	•	6	
	7	Other income. Attach schedule. SEE STATEMENT 1	•	7	3,668,111.
Expenses and Disbursements	8	Total gross sales or receipts from other sources. Add line 1 through line 7. Enter here and on Side 1, Part I, line 1.		8	3,668,111.
	9	Contributions, gifts, grants, and similar amounts paid. Attach schedule.	•	9	
	10	Disbursements to or for members.	•	10	
	11	Compensation of officers, directors, and trustees. Attach schedule.	•	11	190,382.
	12	Other salaries and wages.	•	12	475,205.
	13	Interest	•	13	
	14	Taxes	•	14	52,003.
	15	Rents	•	15	119,930.
	16	Depreciation and depletion (See instructions)	•	16	75,879.
	17	Other Expenses and Disbursements. Attach schedule. SEE STATEMENT 2	•	17	3,205,226.
	18	Total expenses and disbursements. Add line 9 through line 17. Enter here and on Side 1, Part I, line 9.		18	4,118,625.

Schedule L Balance Sheet		Beginning of taxable year		End of taxable year	
		(a)	(b)	(c)	(d)
Assets					
1	Cash		1,998,182.	•	1,699,285.
2	Net accounts receivable		125,506.	•	74,560.
3	Net notes receivable			•	
4	Inventories			•	
5	Federal and state government obligations			•	
6	Investments in other bonds			•	
7	Investments in stock			•	
8	Mortgage loans			•	
9	Other investments. Attach schedule.			•	
10 a	Depreciable assets.	485,488.		537,757.	
b	Less accumulated depreciation.	338,620.	146,868.	341,831.	195,926.
11	Land.			•	
12	Other assets. Attach schedule. STM 3		54,878.	•	55,523.
13	Total assets		2,325,434.		2,025,294.
Liabilities and net worth					
14	Accounts payable.		208,976.	•	246,997.
15	Contributions, gifts, or grants payable.			•	
16	Bonds and notes payable.			•	
17	Mortgages payable.			•	
18	Other liabilities. Attach schedule. STM 4		22,285.		22,529.
19	Capital stock or principal fund			•	
20	Paid-in or capital surplus. Attach reconciliation.			•	
21	Retained earnings or income fund.		2,094,173.	•	1,755,768.
22	Total liabilities and net worth		2,325,434.		2,025,294.

Schedule M-1 Reconciliation of income per books with income per return

Do not complete this schedule if the amount on Schedule L, line 13, column (d), is less than \$50,000.

1	Net income per books	•	-338,405.	7	Income recorded on books this year not included in this return. Attach schedule	•	
2	Federal income tax	•		8	Deductions in this return not charged against book income this year. Attach schedule.	•	
3	Excess of capital losses over capital gains	•		9	Total. Add line 7 and line 8		
4	Income not recorded on books this year. Attach schedule.	•		10	Net income per return. Subtract line 9 from line 6.		-338,405.
5	Expenses recorded on books this year not deducted in this return. Attach schedule	•					
6	Total. Add line 1 through line 5.		-338,405.				

Schedule B
(Form 990, 990-EZ,
or 990-PF)

Department of the Treasury
Internal Revenue Service

California Copy
Schedule of Contributors

► **Attach to Form 990, Form 990-EZ, or Form 990-PF.**
► Information about Schedule B (Form 990, 990-EZ, 990-PF) and its instructions is at www.irs.gov/form990.

Attachment 4
OMB No. 1545-0047

2015

Name of the organization **DOWNTOWN LA PROPERTY OWNERS ASSOCIATION**
DBA LA FASHION DISTRICT BID

Employer identification number
95-4436255

Organization type (check one):

Filers of:

Form 990 or 990-EZ

Section:

- ☒ 501(c)(6) (enter number) organization
☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
☐ 527 political organization

Form 990-PF

- ☐ 501(c)(3) exempt private foundation
☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note. Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ► \$ _____

Caution. An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2015)

Name of organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Employer identification number

95-4436255

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) Number	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	LA DEPARTMENT OF WATER & POWER 111 N HOPE ST, ROOM 1221 LOS ANGELES, CA 90012	\$ 5,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	CITY OF LA-IMPROVEMENT DISTRICT 200 N SPRING ST, ROOM 224 LOS ANGELES, CA 90012	\$ 107,109.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
			Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Name of organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
	N/A		
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	
(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (see instructions)	(d) Date received
		\$	

BAA

Name of organization

DOWNTOWN LA PROPERTY OWNERS ASSOCIATION

Employer identification number

95-4436255

Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of *exclusively* religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) \$ _____ N/A

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	N/A		
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

2015**California Statements****Page 1****DOWNTOWN LA PROPERTY OWNERS ASSOCIATION
DBA LA FASHION DISTRICT BID****95-4436255****Statement 1
Form 199, Part II, Line 7
Other Income**

MISC SERVICE REVENUE.....	\$	97,675.
Other Investment Income.....		15,059.
OTHER REVENUE.....		31,847.
Program Service Revenue.....		<u>3,523,530.</u>
Total	\$	<u><u>3,668,111.</u></u>

**Statement 2
Form 199, Part II, Line 17
Other Expenses**

Accounting Fees.....	\$	9,874.
Advertising and Promotion.....		45,846.
ALL OTHER EXPENSES.....		19,273.
CITY & COUNTY FEES.....		30,977.
CLEANING & SAFETY.....		2,256,025.
Conferences, Conventions, and Meetings.....		20,943.
Information Technology.....		37,389.
Insurance.....		61,953.
Legal Fees.....		7,527.
Office Expenses.....		28,956.
Other Employee Benefit.....		43,772.
Other fees.....		5,819.
Pension Plan Contributions.....		16,718.
SANTEE ALLEY OVERLAYS.....		518,700.
Travel.....		9,465.
UNCOLLECTED ASSESSMENTS.....		91,989.
Total	\$	<u><u>3,205,226.</u></u>

**Statement 3
Form 199, Schedule L, Line 12
Other Assets**

Prepaid Expenses and Deferred Charges.....		55,523.
Total	\$	<u><u>55,523.</u></u>

**Statement 4
Form 199, Schedule L, Line 18
Other Liabilities**

TRUST ACC-8TH & SAN PEDRO MEDIAN PROJECT.....		22,529.
Total	\$	<u><u>22,529.</u></u>

2015

California Supplemental Information
DOWNTOWN LA PROPERTY OWNERS ASSOCIATION
DBA LA FASHION DISTRICT BID

Page 1

95-4436255

FORM 199, PART II, LINE 11

COMPENSATION OF OFFICERS, DIRECTORS, TRUSTEES AND KEY EMPLOYEES

	Title & Average Hours Per Week	Compensation \$	Benefits \$
LINDA MARKOFF BECKER 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
MARK COHEN 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	TREASURER 1.0	-	-
JASON DEIBLER 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
JORGE FLORES 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	VICE CHAIR 1.0	-	-
RAMIN HAVERIM 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
STEVE HIRSH 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	CHAIR 1.0	-	-
HILDA JIMENEZ 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
DARLENE KUBA 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
GEORGE LINTZ 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
BRADLEY LUSTER 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
LAURIE ROSEN 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	SECRETARY 1.0	-	-
BRIAN TABAN 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
JOHN VAN DEN AKKER 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-
SUZETTE WACHTEL 110 E 9TH ST, A1175 LOS ANGELES, CA 90079	DIRECTOR 1.0	-	-

2015**California Supplemental Information**
DOWNTOWN LA PROPERTY OWNERS ASSOCIATION
DBA LA FASHION DISTRICT BID**Page 2****95-4436255**DEBBIE WELSCH
110 E 9TH ST, A1175
LOS ANGELES, CA 90079DIRECTOR
1.0

-

-

KENT SMITH
110 E 9TH ST, A1175
LOS ANGELES, CA 90079EXECUTIVE DIR
40.0

190,382

17,655

TOTAL

\$ 190,382

\$ 17,655

	A	B	C	D	E	F	I	J	K	L	M
1	LA FASHION DISTRICT BID										Attachment 3
2	Summary of Un-Audited Financial Information										
3	For the 6 Months Ending on June 30, 2016										
4											
5			Actual ¹								Prior Yr Actual ¹
6	ASSETS										
7	Total Current Assets		\$ 3,059,292								\$ 2,952,221
8	Net Property and Equipment		139,915								231,941
9	Total Assets		3,199,207								3,184,162
10											
11	LIABILITIES AND NET ASSETS										
12	Current Liabilities		1,457,706								1,280,869
13	Prior Retained Funds		1,755,768								2,094,173
14	Net Revenue / (Loss) YTD		(14,267)								(190,880)
15	Total Liabilities and Net Assets		\$ 3,199,207								\$ 3,184,162
16											
17											
18											
19			YTD Actual ¹		YTD Budget		Variance		% Var.		Prior Yr Actual ¹
20	BID REVENUES										
21	Assessments - Current Year		\$ 1,585,426		\$ 1,585,428		\$ (2)		0%		\$ 1,522,113
22	Assessments - Collection of Prior Years' Unpaid		12,476		-		12,476				4,347
23	Assessments - Penalties, Interest		3,094		2,502		592		24%		2,459
24	General Benefit Revenue		37,740		38,367		(628)		-2%		-
25	Other Revenue		25,254		26,298		(1,044)		-4%		31,686
26	BID Revenues (current year) Sub-Total		1,663,991		1,652,595		11,395		1%		1,560,605
27											
28	OVERLAYS										
30	North Santee Alley Overlay		158,613		158,613		-		0%		156,267
31	General Benefit Revenue (N & S Alleys)		13,512		13,436		76		1%		-
32	Service Revenue (S. Santeee Alley) ²		42,585		43,260		(675)		-2%		41,110
33	South Santee Alley Overlay (pass-thru)		284,543		284,543		-		0%		213,466
34	Overlays Sub-Total		499,253		499,852		(599)		0%		410,843
35											
36	TOTAL REVENUES		2,163,244		2,152,448		10,796		1%		1,971,448
37											
38	BID EXPENSES										
39	Cleaning		724,234		794,568		(70,334)		-9%		762,807
40	Safety		580,072		652,822		(72,750)		-11%		614,731
41	Communication		85,594		92,619		(7,025)		-8%		78,198
42	Special Projects		82,395		84,010		(1,615)		-2%		81,692
43	Management		103,539		135,397		(31,858)		-24%		111,811
44	City Fees, Uncoll Asmnts, Deprctn		110,076		113,652		(3,576)		-3%		102,247
46	BID Expenses Sub-Total		1,685,911		1,873,068		(187,157)		-10%		1,751,486
47											
48	OVERLAYS EXPENSES										
49	North Santee Alley Overlay ³		157,938		158,613		(675)		0%		156,267
50	South Santee Alley Overlay (Cleaning, Safety, Comm.) ²		42,585		43,260		(675)		-2%		41,110
51	South Santee Alley Gen Benefit (pass-thru)		6,534		6,886		(352)		-5%		-
52	South Santee Alley Overlay (pass-thru)		284,543		284,543		-		0%		213,466
53	Overlays Expenses Sub-Total		491,600		493,302		(1,702)		0%		410,843
54											
55	TOTAL EXPENSES		2,177,511		2,366,370		(188,859)		-8%		2,162,328
56											
57	NET REVENUE / (LOSS)		\$ (14,267)		\$ (213,922)		\$ 199,655		-93%		\$ (190,880)
58											
59	NET REVENUE / (LOSS) (Excl. Overlays)		\$ (21,920)		\$ (220,472)		\$ 198,552		-90%		\$ (190,880)
60											
61											
62											
63	BUDGETED ALLOCATIONS FROM ROLL-OVER FUNDS ⁴										
64	BID		\$ 21,920		\$ 220,472		\$ (198,552)		-90%		
65	North Santee Alley		(7,653)		(6,550)		(1,103)		17%		
66	South Santee Alley		-		-		-				
67	Allocations Total		\$ 14,267		\$ 213,922		\$ (199,655)		-93%		
68											
69	Note 1: On accrual basis										
70	Note 2: For providing Cleaning \$36,000, Safety Management \$3,210, & Social Media Svcs \$3,375										
71	Note 3: For this presentation this figure includes these re-allocated costs: \$36,000 from Cleaning, \$3,210 from Safety and \$3,375 from Comm.										
72	Note 4: Budgeted allocations from roll-over funds to balance the current year operating budget										

Memorandum

To: Fashion District BID – Board of Directors

From: Kent Smith and Rena Leddy

Date: 7/15/16

Re: BID Renewal

The current BID term expires on December 31, 2018. This is the 5th term since the BID was established in 1996.

The renewal process for the 6th term should begin in January 2017 to meet the deadlines required by the City of Los Angeles. A BID Renewal Consultant should be retained.

The Fashion District Board of Directors should establish a BID Renewal Steering Committee that represents or can effectively consult the major property owners in the Fashion District. That Committee should be tasked with the preparation of a BID Management Plan that has the support of property owners representing at least 50% of the total assessment of the District.

Based on current property ownership records approximately 75 property owners plus the public sector can provide the support required to renew the district. These property owners include:

	#	%
1. Board of Directors	15	19.27
2. Former Board Members who signed the petition in 2013	12	8.34
3. Friends of the BID	49	16.43
4. Public Sector (not incl. CalTrans)	<u>4</u>	<u>6.00</u>
	76	50.04

The Steering Committee should include as many of the larger property owners as possible or have a strategy to consult these property owners during the process of drafting the management plan. If these property owners are involved in the key decisions of the plan, they will be more likely to support the renewal of the district.

These key decisions include:

1. Boundaries – What, if any, changes to the boundaries?

As of 2016 all of the properties west of the Fashion District are now in BIDs (South Park & Historic Downtown). Opportunities to expand are limited mainly to the South and East.

2. Programs and Services – What, if any, changes to programs and services?

Questions here include deciding on any changes to existing programs (reductions or expansions) and whether any new programs need to be added. Finally, all of the options need to have cost estimates so that a final budget can be prepared.

3. Zones

The BID currently has 9 zones based on the differing costs of providing BID services in each zone. These need to be examined to see if the rationale for each of these zones still exists.

4. Assessment Formulas

Each BID in Downtown uses different assessment formulas. The Steering Committee needs to review the existing formula to see if it is still best suited to Fashion District properties.

5. Term

Many of the BIDs are now renewing for longer periods of 5 years. The Steering Committee needs to decide the length of the term for the next renewal.

All of the above decisions need to take place through an open and transparent process.

In addition, those property owners not on the Steering Committee should be well aware and supportive of the key decisions before the final management plan is submitted to the Board. This would include property owners representing all building types and lot sizes covering all the zones in the District.

Once the Management Plan is approved by the City we would suggest retaining a “Campaign Manager” as the Board did in the last renewal. The scope of work of the Campaign Manager will include supporting the property owner outreach necessary to obtain signatures from owners representing 50% of the assessment.

Each Board Member need only contact 5 other property owners to accomplish this task. We believe that if the above process is followed the BID will again be renewed with the overwhelming support of property owners in the District.

EXECUTIVE DIRECTOR'S REPORT

July 21, 2016

ADMINISTRATION

Central City Community Plan Update

Bryan Eck, City Planner, and his team brought Fashion District property owners up-to-date on the Central City Community Plan at a meeting on June 23rd. The update to the Community Plan began in 2008 but was stopped due to the Great Recession and City budget cuts. The effort was relaunched in 2014. This past year, the planning process has included an assessment of existing conditions, zoning and holding community meetings to review the draft plan and concepts. The EIR and adoption of the new updated Community Plan for Downtown should be done in 2017/2018.

Much of the work done by AECOM in the [Fashion District's 2011 Plan](#) has been included in the Fashion District's portion of the Community Plan. The new Community Plan will also include an update to all zoning codes via [ReCode LA](#), as well as a Mobility Plan and the plans by Metro.

To see existing plans and draft documents or to leave feedback, visit www.dtl2040.org.

Coral Forest – Artist Reception



On July 14th, the BID hosted an Artist Reception for Doron Gazit, the artist of Coral Forest. The Fashion District “owns” the piece. Coral Forest is an interactive installation made up of 10 giant “sea forms” that are moved and rearranged to create a new shape every time the installation is displayed. The inflatable art uses air as a medium and explores how people interact with the element. The inflatables were inspired by the Fashion District and made of fabric that was hand dyed to create the impression of texture. The public is invited to walk through, touch, and take selfies with the art.

Coral Forest was placed outside of Preux and Proper as part of the monthly Downtown LA Artwalk. Approximately 35 people came to the reception to hear Doron Gazit talk about his artwork and how it relates to the physical environment. Many additional people came to see the piece due to our marketing on social media.

Mobile Food Vending Proposal

On July 13th, the Fashion District BID invited Officer Linton and the Southern California Mobile Food Vending Association (SCMFVA) to speak to the Santee Alley Association about a proposal to create a “Special Event” Vendor District. The proposal is to create a Mobile Food Vendor Zone that would create rules for the Mobile Food Vendors. The Zone would allow for a certain number of mobile food vendors, hours for vending, and types of vending and specific locations that would be allowed for vending. SCMFVA will present to the Board and provide a proposal on set-up and management of such a zone. Similar zones have been created with great success, including Wilshire across from LACMA, Abbot Kinney’s First Fridays and Granada Hills.

Bike Share Rolls Out

The City of Los Angeles rolled out the new Bike Share Program in Downtown on July 7th, connecting the Fashion District to Staples Center, Arts District, Little Tokyo, Chinatown, and the Financial District. The program allows for bikes to be rented from and returned to any Bike Share station. Stations in the Fashion District are located at

- Broadway & 9th Street
- Main Street between 9th and Olympic
- 9th & Los Angeles Streets
- 11th & Santee Streets
- 11th Street & Maple Avenue
- 8th & Wall Street
- Pico Boulevard & Maple Avenue
- San Julian & 12th Streets
- View the interactive station map [here](#)

To sign up for the program and learn more about Bike Share visit bikeshare.metro.net.

The Planning Report Recognized Kent Smith’s Successful Leadership

The Planning Report, an urban planning trade publication, published the a two-part interview with LA Fashion District Executive Director Kent Smith. The Planning Report highlights Smith's success as the leader of the Fashion District BID over the last 17 years and his contributions to Downtown Los Angeles.

"One of the great things about BIDs is that they reflect the needs and desires of the neighborhood that they evolve from and grow up in." [Read the full interview here and here](http://www.planningreport.com/2016/07/14/kent-smith-future-bid-s-la-s-fashion-district-and-dtla-mobility)
<http://www.planningreport.com/2016/07/14/kent-smith-future-bid-s-la-s-fashion-district-and-dtla-mobility>

Assembly Member Santiago Speaks at CCA's Executive Committee Meeting

Kent Smith attended CCA's Executive Committee on July 7th where members heard from Assembly Member and Majority Whip Miguel Santiago (AD 53) about issues facing the state and Downtown.

Speaking in the courtyard of the renovated The Bloc, Santiago spoke about his role as Majority Whip. He is responsible for getting the majority's bills through committee, passed on the floor and sent to either the State Senate or Governor. As a result he's had a hand in many of the key legislative accomplishments of this legislature.

Santiago also discussed his legislative resolution requesting the Governor to declare a state of emergency on homelessness and urging statewide coordination and leadership from all parts of government to confront homelessness. He said that the Governor may not sign it, but it will allow the legislature to negotiate with him for an increase in programs for homeless people.

He also spoke about his measures to bring market-based incentives to encourage development in Downtown, pointing out his bill to allow outdoor advertising. He also discussed his bill to allow commercial use on the ground floors in projects that apply for density bonus. And he described his efforts to deal with the Exide battery pollution issue in his district.

Los Angeles Street Project Begins!

Bureau of Street Services (BSS) has been given the funding and go-ahead to begin the Streetscape Project. Staff is working with BSS to design and procure tree grates, Big Belly Trash Cans, and lighted bollards for the landscaped bump-outs. We are also working with them on removing 10 trees and notifying tenants and property owners of the tree removal. The project's construction will most likely begin after the first of the year. So, the trees will be removed and will not be replaced with new trees until after the first of the year.

Homeless & Housing Ballot Initiatives for November

The Los Angeles County Board of Supervisors will place a measure on the November ballot for voters to decide on whether to tax marijuana businesses to help pay for housing and health services for the homeless. The proposal calls for a 10% levy on the gross receipts of business that produce or distribute marijuana and related products. It would apply to medical marijuana as well as recreation, if voters decide to legalize it in November. The proposed "pot tax" is part of a larger effort by the City and County to put significantly more money toward solving the homeless crisis.

The LA City Council agreed to place a \$1.2 billion bond initiative on the November ballot to build more housing for the homeless. The bond money could be used only for housing construction, not to provide services. Backers see both of these initiatives as a package and hope that voters will approve both measures.

OPERATIONS

			Trash Tonnage Change			
	2015	2016	Tons	% Change	YTD % Change	
Jan	177.46	182.21	4.75	2.7%	2.7%	
Feb ¹	177.16	168.00	-9.16	-5.2%	-1.2%	
Mar	200.03	196.62	-3.41	-1.7%	-1.4%	
Apr	199.97	188.86	-11.11	-5.6%	-2.5%	
May	202.27	184.85	-17.42	-8.6%	-3.8%	
June	182.33	191.96	9.63	5.3%	-2.3%	
Total Tons	1139.22	1112.50	-26.72	-2.3%		
Daily Average	6.29	6.11				

IMAGE & COMMUNICATIONS

Pet Adoption & Sample Sale, July 29th

California Market Center (CMC) is partnering with dog rescue organization Wags and Walks to host a Charity Sample Sale event and Dog Adoption Fair on Friday, July 29, 2016 from 10:00 a.m. to 6:00 p.m. The "Shop For A Cause" event will feature a curated array of contemporary apparel, accessories and lifestyle products for women, men, children, and pets at below-retail prices. The Dog Adoption Fair will be hosted by Wags and Walks, with admission fees and 5% of vendor sales being donated to the organization.

The shopping event's preliminary list of vendors includes brands such as For Love & Lemons, Fidelity Jeans, Kitsch, Vanessa Mooney, Spiritual Gangster, Crap Eyewear, Pussy & Pooch, Shilla the Label, Lisa Maree, Lola vs. Harper, Wish Australia, Goldie London, 5TWO3, Mr. Bacon's Beard Oil, The Beach People, For Better, Not Worse, Dex, Alice's Pig, Molly Bracken, Darling, Eberjey, and more.

Snapshot of June's Website and Social Media Stats

Website

Visitors: 42,738

Pageviews: 166,275

Facebook

New followers: 1,044

Total: 43,838

Twitter

New: 75

Total Followers: 8,542

Instagram

New: 900

Total: 15,747

Pinterest

New: 70

Total: 4,775

NEW DEVELOPMENT AND MISCELLANEOUS

“Take Me Home LA” Artist Exhibit at Maxfield

For one night only, the Max Lofts held their Grand Opening with a very special Artist Exhibit. LA artists, designers and performers took over rooms at the Maxfield Building, located at 819 S. Santee Street. Each room, in its own style, considered the question, “What does it mean to be home in Los Angeles?”

The Transformation of Los Angeles Street

Los Angeles Street has undergone numerous transformations. From manufacturing center to discount corridor and most recently menswear destination, Los Angeles Street is once again reinventing itself. The quiet transformation is most evident by the retail and wholesale tenants that have moved in to the ground and upper floor spaces in the last year. Here are the latest Los Angeles Street developments.

- Urbanize LA reports the owner of a small commercial building located at 823 S Los Angeles St. has filed plans with the City of Los Angeles to convert the building into 12 live-work apartments. The building is located next to the Academy Awards Clothes Showroom Building and already features ground-level commercial space. This is the latest residential development in the district. Construction is already underway at Broadway Palace, Broadway & Olympic Condos, Grether & Grether lofts, and the soon-to-open Maxfield Lofts. Read the story in Urbanize LA [here](#).
- Now Open: Dimepiece LA's First-Ever Retail Store Streetwear brand [Dimepiece LA](#) opened its first-ever retail store on the second floor of the Merchant's Exchange Building, 719 S Los Angeles St. The boutique, named "Feeling Myself," is open by appointment only. The retail space doubles as a showroom. Racked LA has the details [here](#).
- Coming Soon: Perverse Sunglasses Flagship [Perverse Eyewear](#), the brainchild of NYX Cosmetics founder Toni Ko, is slated to open its [flagship in downtown](#) LA. [Racked LA reports](#) that the downtown location will be in the Fashion District at 1108 S Los Angeles St. Perverse is looking to [revolutionize the eyewear](#) industry in the same way NYX changed the cosmetics world, by providing quality products at affordable prices. Perverse sunglasses are priced under \$60 and aim to fill the gap between high-end and fast fashion eyewear.
- Now Open: Pop-up Record Store Pop Obscure Records and Art Gallery is now open at 735 S Los Angeles St. Pop Obscure Records is a unique independent store that buys, sells, and trades vinyl records as well as music and art related books and DVDs. “25 Years of Music” by Dennis Keeley Photography is currently on exhibit.



Verve and Coffee Colab Named Best Coffee in LA

Eater LA just named Verve Coffee and Coffee Colab two of [the best 15 coffee bars in LA](#). They were chosen based on quality and consistency and share the title with Arts District favorites, Blue Bottle

Coffee and Blacktop Coffee, as well as G&B Coffee at Grand Central Market. Congrats Verve and CoLab!

Sonoratown Opens on 8th Street



Hand- made flour tortillas, mesquite-grilled carne asada, and aguas frescas are the staple menu items at the Fashion District's newest taco spot. [Sonoratown](#) serves Sonora-style tacos for only \$2! (Sonora is a state in northern Mexico.) The restaurant is now open at 208 E 8th St, across from the Teddy Kelly mural. It's already been featured in [Eater LA](#). BID staff stopped in for lunch and enjoyed a delicious meal under \$10. We highly recommend it.



RAISE THE WAGE LA

LA MINIMUM WAGE FACT SHEET

THE BIGGEST ANTI-POVERTY PROGRAM IN LA HISTORY



\$10.50/HR

Starting July 1, 2016, any employee who performs at least two hours of work in a particular week within the City of Los Angeles is entitled to be paid the Los Angeles Minimum Wage.



DEFERRAL

Employers with 25 or fewer employees or Non-profit corporations with 26 or more employees may qualify for the deferred rate schedule.



WAGE CLAIM

You can file a wage claim with Office of Wage Standards in person, by mail or online. The Wage Claim Form is available at wagesla.lacity.org



QUESTIONS

Call 1-844-WAGESLA
Visit wagesla.lacity.org
Email wagesla@lacity.org

EMPLOYERS WITH 26 OR MORE EMPLOYEES

7/1/16	7/1/17	7/1/18	7/1/19	7/1/20	7/1/21
\$10.50	\$12.00	\$13.25	\$14.25	\$15.00	\$15.00

EMPLOYERS WITH 25 OR FEWER EMPLOYEES

OR NON-PROFIT CORPORATIONS WITH 26 OR MORE
EMPLOYEES WITH APPROVAL TO PAY DEFERRED RATE

DEFERRED	\$10.50	\$12.00	\$13.25	\$14.25	\$15.00
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FOR MORE INFORMATION CONTACT THE OFFICE OF WAGE STANDARDS

1-844 WAGESLA (924-3752) | WAGESLA@LACITY.ORG | WAGESLA.LACITY.ORG

Post in a Conspicuous Place at any Workplace or Job Site.

Violators Shall be Subject to Penalties.

OFFICIAL NOTICE



Los Angeles Minimum Wage

Rate Effective July 1, 2016

\$10.50 PER HOUR



Starting July 1, 2016, all employers will be required to pay employees a new minimum wage according to the Los Angeles Minimum Wage Ordinance. The minimum wage rate will be adjusted every year according to the Los Angeles Minimum Wage Ordinance Section 187.02. Certain exemptions and deferrals may be available.

Employers with 26 or more employees:	
7/1/2016	\$10.50
7/1/2017	\$12.00
7/1/2018	\$13.25
7/1/2019	\$14.25
7/1/2020	\$15.00

Employers with 25 or fewer employees or Non-profit corporations with 26 or more employees with approval to pay a deferred rate:	
7/1/2017	\$10.50
7/1/2018	\$12.00
7/1/2019	\$13.25
7/1/2020	\$14.25
7/1/2021	\$15.00

The Los Angeles Office of Wage Standards Ordinance grants authority to the Bureau of Contract Administration, Office of Wage Standards to investigate possible violations, inspect workplaces, interview employees, and review the payroll records. The Office of Wage Standards will enforce the City's Minimum Wage Ordinance for violations including, but not limited to: 1) failure to pay the Los Angeles minimum wage; 2) failure to comply with notice, posting, and payroll records requirements; and 3) retaliation. The Los Angeles Municipal Code Section 188.04 protects employees from any discrimination or retaliation for exercising their rights to receive the City's minimum wage.

For more information, please contact the Office of Wage Standards at 1-844-WAGESLA(924-3752) or email wagesla@lacity.org or visit wagesla.lacity.org.

Favor de fijar este aviso en un lugar visible en el sitio de trabajo.

Los infractores podrán ser sujetos a multas.

AVISO OFICIAL

A partir del 1º de Julio de 2016, todos los empleadores deben pagar a cada empleado un nuevo salario mínimo según la Ordenanza del Salario Mínimo de Los Angeles. El salario mínimo se ajustará cada año según la Ordenanza del Salario Mínimo de Los Angeles Sección 187.02. Algunas exenciones y aplazamientos podrían ser disponibles.

Empleadores con 26 o más empleados:	
7/1/2016	\$10.50
7/1/2017	\$12.00
7/1/2018	\$13.25
7/1/2019	\$14.25
7/1/2020	\$15.00

Empleadores con 25 o menos empleados o corporaciones sin fines de lucro con 26 o más empleados con la aprobación de una tarifa diferida:	
7/1/2017	\$10.50
7/1/2018	\$12.00
7/1/2019	\$13.25
7/1/2020	\$14.25
7/1/2021	\$15.00

La Ordenanza para la Sección de Cumplimiento de Salario (Los Angeles Wage Enforcement Division Ordinance) concede autoridad a la Oficina de Normas de Salario para investigar posibles violaciones, inspeccionar los lugares de trabajo, entrevistar a empleados y revisar los registros de nómina. La Oficina de Normas de Salario hará cumplir la Ordenanza de Salario Mínimo de la Ciudad por violaciones incluyendo, pero no limitado a: 1) falta de pago del salario mínimo de Los Angeles; 2) falta de cumplimiento de notificación, registro y requisitos de registros de nómina; y 3) represalia. El Código Municipal de Los Angeles Sección 188.04 protege a empleados de cualquier discriminación o represalia por ejercer sus derechos para recibir el salario mínimo de la ciudad.

Para obtener más información, contacte a la Oficina de Normas de Salario al 1-844-WAGESLA(924-3752) o por correo electrónico a wagesla@lacity.org o visite wagesla.lacity.org.



City of Los Angeles Minimum Wage Frequently Asked Questions

11/2/15

Los Angeles Minimum Wage Ordinance

1. When does the City of Los Angeles Minimum Wage Ordinance take effect?

The ordinance takes effect on July 1, 2016.

2. Where can I find the Los Angeles Minimum Wage rate?

The wage rates will be posted at <http://wagesla.lacity.org/>.

3. What City department is implementing the Ordinance?

The Department of Public Works, Bureau of Contract Administration (BCA), is the Designated Administrative Agency (DAA) for the Ordinance and has the administrative responsibilities to implement the guidelines and rules. Information is available at <http://wagesla.lacity.org/>.

4. What is the definition of employee?

An employee is an individual who performs at least two hours of work in a particular week within the City of Los Angeles for an employer, and who qualifies as an employee entitled to payment of a minimum wage from any employer under the California minimum wage law.

5. Does the Los Angeles Minimum Wage apply to all employers who have employees performing work in the City of Los Angeles?

Yes. Regardless of where an employer's place of business is located, an employer must pay an employee who performs at least two hours of work in a particular week within the City of Los Angeles for all hours worked in the City of Los Angeles.

6. Does the Los Angeles Minimum Wage apply to full time and part time employees?

Yes. Any employee who performs at least two hours of work in a particular week within the City of Los Angeles is entitled to be paid the Los Angeles Minimum Wage.

7. Does the Los Angeles Minimum Wage apply to temporary employees?

Yes. Any employee who performs at least two hours of work in a particular week within the city of Los Angeles is entitled to be paid the Los Angeles Minimum Wage.

8. Does the Los Angeles Minimum Wage cover employees who work in Los Angeles but are not City residents?

Yes, any employee who performs at least two hours of work in a particular week within the City of Los Angeles is entitled to be paid the Los Angeles Minimum Wage regardless of the employee's city of residence.

9. What are the Los Angeles city boundaries? What zip code areas are within the Los Angeles city boundaries?

We recommend visiting <http://zimas.lacity.org/> as a reference.

10. Can tips be counted toward the minimum wage?

No.

11. How will the City enforce the Los Angeles Minimum Wage Ordinance?

The Los Angeles City Council enacted the Wage Enforcement Division Ordinance creating a division to enforce the Los Angeles Minimum Wage Ordinance. Responsibilities will include investigating potential violations, issuing

determinations of compliance or non-compliance, and obtaining restitution, fines, penalties, and/or interest where violations have occurred.

12. What impact will the Los Angeles Minimum Wage Ordinance have on the Living Wage or Citywide Hotel Worker Minimum Wage?

If the Los Angeles Minimum Wage conflicts with Living Wage or Citywide Hotel Workers Minimum Wage, the Living Wage or Citywide Hotel Worker Minimum Wage will supersede the Los Angeles Minimum Wage. However, an employer who is officially exempted from the Living Wage or Citywide Hotel Worker Minimum Wage requirements may still be required to adhere to the Los Angeles Minimum Wage.

Non-Profit Corporations

13. Are non-profits covered by the Los Angeles Minimum Wage Ordinance?

Yes, non-profit employers must abide by the Ordinance. Certain Non-Profit Corporation employers with 26 or more employees may qualify for the deferral rate schedule.

14. What are the requirements for a non-profit corporation to qualify for the deferral rate schedule?

Non-Profit Corporations with a valid 501(c)(3) status and with 26 or more employees may qualify for a year deferral from the July 1st 2016 start date if the non-profit corporation provides satisfactory evidence of one of the following requirements:

- A. The chief executive officer earns a salary which, when calculated on an hourly basis, is less than five times the lowest wage paid by the corporation; or*
- B. It is a Transitional Employer as defined in Section 10.31.1(h) of the Los Angeles Administrative Code; or*
- C. It serves as a child care provider; or*
- D. It is funded primarily by City, County, State or Federal grants or reimbursements*

A deferral application from BCA will be available at <http://wagesla.lacity.org/>.

15. What are the employer wage rate implementation schedules?

Employers with 26 or more employees shall pay a wage of no less than the hourly rates set forth:

1. *On July 1, 2016, the hourly wage shall be \$10.50.*
2. *On July 1, 2017, the hourly wage shall be \$12.00.*
3. *On July 1, 2018, the hourly wage shall be \$13.25.*
4. *On July 1, 2019, the hourly wage shall be \$14.25.*
5. *On July 1, 2020, the hourly wage shall be \$15.00.*

Employers with 25 or fewer employees shall pay a wage of no less than the hourly rates set forth:

1. *On July 1, 2017, the hourly wage shall be \$10.50.*
2. *On July 1, 2018, the hourly wage shall be \$12.00.*
3. *On July 1, 2019, the hourly wage shall be \$13.25.*
4. *On July 1, 2020, the hourly wage shall be \$14.25.*
5. *On July 1, 2021, the hourly wage shall be \$15.00.*

16. How is the size of an employer's business or Non-Profit Corporation determined?

The size of an employer's business or Non-Profit Corporation shall be determined by the average number of employees employed during the previous calendar year.

17. Does the size of an employer's business or Non-Profit Corporation include employees working outside of Los Angeles?

Yes.

Los Angeles Wage Enforcement Division Ordinance

18. What are employees' rights under the Wage Enforcement Division Ordinance?

Employees have the following rights:

- *Right to be provided the employer's name, address, and telephone in writing at the time of hire.*
- *Right to file a complaint or inform any person about any party's alleged noncompliance with the Ordinance.*

- *Right to inform any person of his or her potential rights under the Ordinance and to assist him or her in asserting such rights.*
- *Right against retaliation when the employee mistakenly, but in good faith, alleges noncompliance with the Ordinance.*

Any adverse action against an employee within 90 days of the employee's exercise of protected rights may be construed as retaliation for the exercise of such rights.

19. What are the notice and posting of the minimum wage requirements?

- *Every employer must post in a clearly visible place at any workplace or job site where any employee works, the notice published each year by the Division informing employees of the current minimum wage rate and of their rights under the Ordinance.*
- *Notices must be in English, Spanish, Chinese (Cantonese and Mandarin), Hindi, Vietnamese, Tagalog, Korean, Japanese, Thai, Armenian, Russian, and Farsi, and any other language spoken by at least five percent of the employees at the workplace or job site.*
- *Every employer must provide each employee at the time of hire, the employer's name, address, and telephone number in writing.*

20. What are the Notice of Determination posting requirements once it is issued?

Employer must, within 24 hours after receipt of a Notice of Determination, post the Notice of Determination in a clearly visible place on the property that is:

- 1) the Employer's principal place of business in the City;*
- 2) if the Employer's principal place of business is outside the City, the fixed location within the City from or at which the Employer conducts business in the City; or*
- 3) if the Employer does not regularly conduct business from a fixed location in the City, one of the following:*
 - a. the location where the Employer maintains payroll records if the Notice of Determination is for a violation of payroll access and retention requirements; or*
 - b. the jobsite or other primary location where the Employees perform services in the City.*

21. How long must employers retain payroll records?

Payroll records must be retained for a period of four years.

22. Does my employer need to give me a meal break?

Please see <http://www.dir.ca.gov/dlse/>.

23. Does my employer need to give me a rest break?

Please see <http://www.dir.ca.gov/dlse/>.

24. Should I receive overtime pay?

Please see <http://www.dir.ca.gov/dlse/>.

25. Who can report a suspected violation?

An employee or any other person may report a suspected violation of the Ordinance.

26. Will the City allow a complainant to remain anonymous?

To encourage reporting of a violation, the City shall keep confidential, as permitted by applicable laws, the name and other identifying information of the employee or person reporting the violation unless authorized by the employee or person reporting the violation.

27. Do you need a social security number or photo identification to file a claim?

No.

28. Do I need a lawyer to file a claim?

No.

29. Can I file a claim if I don't speak English?

Yes, the BCA will make an effort to provide an interpreter in your language. Be sure to request an interpreter when you file.

30. What can I do if my employer doesn't pay me at least the Los Angeles Minimum Wage?

You may report a violation to the BCA to open an investigation.

31. What can I do if my employer retaliates against me because I question her/him about not being paid the Los Angeles minimum wage?

Retaliation is prohibited under the Ordinance. You may report a violation to the BCA to open an investigation.

32. What if my boss fires or punishes me for reporting a problem?

Retaliation is prohibited under the Ordinance. You may report a violation to the BCA to open an investigation.

33. What type of violation will be investigated?

The BCA will investigate the following violations:

- *Failure to pay the Los Angeles Minimum Wage.*
- *Failure to comply with notice, posting, or payroll records requirements.*
- *Retaliation.*

34. Where else can a wage claim be filed?

The California Department of Industrial Relations, Division of Labor Standards Enforcement, also accepts and investigates wage claims. Please see <http://www.dir.ca.gov/dlse/> for more details.

35. What private right of action is available to an employee?

Any employee or any other person acting on the behalf of the public as provided for under applicable state law may bring a civil action in court against an employer for violations of this Ordinance.

36. If the BCA determines an employer violated the Los Angeles Minimum Wage Ordinance, what relief can the employee receive?

An employer who violates minimum wage requirements is liable to the employee for payment of back wages and an additional penalty of \$100 for each day that the violation occurred or continued. Where retaliation has occurred, the employee is entitled to reinstatement and a trebling of all back wages and penalties.

37. What can an employee do if an employer does not cooperate with the BCA's investigation into the employee's complaint?

An employee may bring a civil action and petition the court for an order requiring the employer to cooperate with the BCA's investigation and seek an order compelling payment of back wages and other amounts owed to the employee.

38. What happens if an employer does not cooperate with an investigation?

The BCA has the authority to issue administrative fines, payable to the City of Los Angeles, by means of a Notice of Determination.

ADMINISTRATIVE FINES

<i>Failure to post notice of the Los Angeles Minimum Wage rate</i>	<i>\$500 per day per employee</i>
<i>Failure to allow access to payroll records</i>	<i>\$500 per day per employee</i>
<i>Failure to maintain payroll records or to retain payroll records for four years</i>	<i>\$500 per day per employee</i>
<i>Failure to allow access for inspections of books and records or to interview employees</i>	<i>\$500 per day per employee</i>
<i>Retaliation for exercising rights under the ordinance</i>	<i>\$1000 per day per employee</i>
<i>Failure to provide employer's name, address, and telephone number in writing</i>	<i>\$500 per day per employee</i>
<i>Failure to cooperate with the Division's investigation</i>	<i>\$500 per day per employee</i>
<i>Failure to post Notice of Determination to employees</i>	<i>\$500 per day per employee</i>

*Maximum administrative fine paid to the City for **each type** of violation will be \$5,000 per employee per year, with the exception of a retaliation violation (\$10,000 per employee per year).*

39. Can undocumented workers file a complaint with the BCA?

Yes, the BCA investigates complaints regardless of an individual's legal status.

This fact sheet is intended as general information only and does not carry the force of legal opinion.

The BCA is providing this information as a public service. This information and related materials are presented to give the public access to information on the Los Angeles minimum wage law. You should be aware that while we try to keep the information timely and accurate, there would often be a delay between official publications of the materials and the modification of these pages. Therefore, we make no express or implied guarantees. We will make every effort to correct errors brought to our attention.

The City of Los Angeles can only advise employers how to comply with the Los Angeles Minimum Wage Ordinance. It cannot advise an employer how to comply with state law. Please contact the California State Labor Commissioner for information on compliance with state law.